

MEMORANDUM

June 6, 2008

TO: Tom Carr, Fire Chief
FROM: Chris Cihlar, CountyStat Manager
SUBJECT: Memo on follow-up steps outlined in the June 6, 2008 CountyStat meeting

The following items were identified for follow-up during the June 6th meeting on Montgomery County Emergency Response:

1. Examine the feasibility of shifting overtime hours to lower paying positions.
Responsible parties: Montgomery County Fire Rescue Services (MCFRS)
Other parties involved: CountyStat
Deadline: September 1, 2008
2. Identify opportunities to eliminate the use of officers to fill non-officer positions during backfill or other instances that generate overtime.
Responsible parties: MCFRS
Other parties involved: CountyStat
Deadline: September 1, 2008
3. Create and maintain a list of staff certifications (EMS, certified driver, EMT, etc.) that allows for the accurate documentation of these qualifications and augments the Telestaff selection process by allowing staffing planners to utilize the least expensive, but certified personnel for overtime operations.
Responsible parties: MCFRS
Other parties involved: CountyStat
Deadline: September 1, 2008
4. Conduct comparative analysis of staffing levels in surrounding jurisdictions to identify the appropriate ratio of officer to non-officer positions.
Responsible parties: MCFRS
Other parties involved: CountyStat
Deadline: September, 2008
5. Examine feasibility of creating more leadership positions in ranks below officer level.
Responsible parties: MCFRS
Other parties involved: CountyStat
Deadline: September 1, 2008

cc: Timothy Firestine, Chief Administrative Officer
Fariba Kassiri, Assistant Chief Administrative Officer